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PATENT APPLICATION
Attorney Docket No. 20367-012

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

APPLICANT(S): Hren, *et al*
ASSIGNEE:
SERIAL NO.: 09/778,021
FILING DATE: February 5, 2001
FOR: Methods and System for E-Mail Management

May 14, 2001
Boston, Massachusetts

Box Missing Parts
Assistant Commissioner for Patents
Washington, D.C. 20231

TRANSMITTAL LETTER

Sir:

Transmitted herewith for filing in the present application are the following documents:

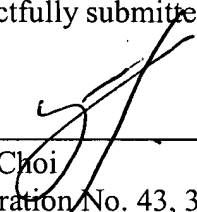
- ☒ Response to Notice To File Missing Parts of NonProvisonal Application (in duplicate);
- ☐ Petition For Three-Month Extension of Time (in duplicate);
- ☒ A Copy of Notice To File Missing Parts of NonProvisional Application;
- ☒ Executed Combined Declaration and Power of Attorney for Patent Application;
- ☒ Statement Claiming Small Entity Status;
- ☐ Revocation of Prior Powers of Attorney And Appointment Of New Power of Attorney;
- ☐ Change of Attorney Docket Number;
- ☒ A Check in the amount of \$460.00 (for filing fees);
- ☒ Formal drawings in compliance with 37 CFR1.84

- ☐ Information Disclosure Statement;
- ☐ Modified Form PTO 1449;
- ☐ Full Copies of References (4) cited in PTO 1449 Form; and
- ☒ Return Postcard.

If the enclosed papers are considered incomplete, the Mail Room and/or the Application Branch is respectfully requested to contact the undersigned at 617/542-6000, Boston, Massachusetts.

If the amount of these checks are insufficient, the Commissioner is hereby authorized to charge the balance due to the undersigned's account, Deposit Account No. 50-0311. A duplicate copy of this transmittal letter is enclosed.

Respectfully submitted,



Yong Choi
Registration No. 43, 324
Attorneys for Applicant
MINTZ, LEVIN, COHN, FERRIS
GLOVSKY AND POPEO, P.C.
One Financial Center
Boston, Massachusetts 02111
Tel: (617) 542-6000
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Date: May 14, 2001

Attorney Docket No. 20367-012

TRA 1516199v1



UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS
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| APPLICATION NUMBER | FILING/RECEIPT DATE | FIRST NAMED APPLICANT | ATTORNEY DOCKET NUMBER |
|--------------------|---------------------|-----------------------|------------------------|
| 09/778,021 | 02/05/2001 | Michael Hren | 20367-012 |

CONFIRMATION NO. 6225

FORMALITIES LETTER



OC000000005853308

MINTZ, LEVIN, COHN, FERRIS,
GLOVSKY and POPEO, P.C.
One Financial Center
Boston, MA 02111

Date Mailed: 03/13/2001

NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given TWO MONTHS from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The statutory basic filing fee is missing.
Applicant must submit \$ 710 to complete the basic filing fee and/or file a small entity statement claiming such status (37 CFR 1.27).
- Total additional claim fee(s) for this application is \$80.
 - \$80 for 1 independent claims over 3 .
- The oath or declaration is unsigned.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- **The balance due by applicant is \$ 920.**

The application is informal since it does not comply with the regulations for the reason(s) indicated below. Applicant is given TWO MONTHS from the date of this Notice within which to correct the informalities indicated below.


The required item(s) identified below must be timely submitted to avoid abandonment:

- Substitute drawings in compliance with 37 CFR 1.84 because:
 - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. (5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);

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| 01 FC:201 | 355.00 OP |
| 02 FC:205 | 65.00 OP |
| 03 FC:202 | 40.00 OP |

A copy of this notice MUST be returned with the reply.



Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE